

ROSS MILLER Secretary of State 204 North Carson Street, Suite 2 Carson City, Nevada 89701-4520 (775) 684-5708 Website: www.nvsos.gov

Copies Order Form

Order Processing Requested:	(Expedite Pro	ocessing Requires Addition	nal Fees)
Regular Processing			1-HOUR Expedite (\$1000.00 additional fee)
	(\$120.00 auditional lee)	(\$500.00 additional fee) Date of Request:	(ψ1000.00 additional ree)
		Date of Nequest.	
Entity Name:		Dham	
File Number:		Phone:	
Contact Name:	Er	nail Address:	
Address:			
Return Delivery: (email or fa	x options do not receive a copy via	mail; must be ordered separate	ely)
Email to:		☐ Fax to:	
Hold for Pick Up	Mail to Address Above	FedEx: Acct #	
Other: (explain below)		Ship Type:	
	copies being requested below)	Good Standing Short Certificate of Status Charter	rt Long
Articles Document #		Apostille	
List(s) Document #		Country document will be u	used
All Amendments		Other Certificates	
Entire File (# of copies) Indicate additional document n separate page	umbers below or attach a		
Search Copies Re	equested:	certified. Separate fees an certificates apply. See attack	equiring an Apostille must be dexpedite fees for copies and ched fee schedule or contact 184-5708 with any questions.
Search		ORDERS CANNOT	• •
Business License NV Busines	ss ID #		THEY ARE SUBMITTE
Method of Payment:		☐ Total Amo	ount:
Check/Money Order [Credit/Debit Card (attach 6	Payment checklist) Trust	Account:
Use balance remaining	in job#		



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Customer Order Instructions for Copies and Certificates

IMPORTANT: READ ALL INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM.

- 1. Please check which method of processing you need. Additional fees are required for expedited processing.
- 2. Fill in the name and file number of the entity for which you are requesting documents.
- 3. Provide your name, phone number, email and mailing address. These are required fields.
- 4. State which method of return delivery you would like us to use and provide the account number and shipping type (priority overnight, standard, etc.) if you are using a delivery service such as Federal Express or UPS. **WE WILL DELIVER DOCUMENTS BY ONE METHOD ONLY.**
- 5. When ordering **COPIES**, please state the number of copies needed and the document number(s) which you would like copied. Check the appropriate box for certification (plain or certified). If you do choose to certify, specify to have them certified separately or as a packet. When ordering **CERTIFICATES**, please state the type of certificate you would like. If you want a ceremonial certificate, please check the ceremonial box and indicate the type of certificate ordered.
- 6. If you would like a copy of a Business License, supply the NV Business Id #, if available.
- 7. Method of Payment: please check the appropriate box of the method you will be using. If using a credit/debit card, please submit the ePayment Checklist found at http://www.nvsos.gov/Modules/ShowDocument.aspx?documentid=1007

Orders may be submitted via email to copies@sos.nv.gov, at the office of the Secretary of State or by mail at the following addresses:

MAIN OFFICE:
Regular and Expedited Flings

Secretary of State Copies Division 204 North Carson Street, Suite 2 Carson City NV 89701-4520 Phone 775-684-5708 Fax 775-684-5645 SATELLITE OFFICE: Expedited Filings <u>Only</u>

> Secretary of State - Las Vegas Commercial Recordings Division 555 East Washington Ave., Suite 5200 Las Vegas NV 89101 Phone 702-486-2880 Fax 702-486-2888



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Copies and Certification Services Fee Schedule Effective 7-1-08

The following is a list of copies and certification services and the associated fees. Fees are per document unless otherwise noted.

SERVICE REQUESTED:

Copies	\$2.00 per page
Certification of Document	\$30.00
Search	\$50.00
Certificate of Existence (evidence of good standing – short form)	\$50.00
Certificate of Existence (listing amendments – long form)	\$50.00
Ceremonial Certificate of Good Standing	\$100.00
Certificate Evidencing Name Change	\$50.00
Certificate of Fact of Merger	\$50.00
Certificate of Default	\$50.00
Certificate of Revocation	\$50.00
Certificate of Dissolution	\$50.00
Certificate of Withdrawal	\$50.00
Certificate of Cancellation	\$50.00
Certificate of Non-Existence	\$50.00
Miscellaneous Certificates	\$50.00
Apostille (Hague Treaty Nations)/Certification (Non-Hague Treaty Nations)	\$20.00
Corporate Charter	\$50.00
Ceremonial Charter	\$100.00

EXPEDITE SERVICE:

Expedite service is available for copies, certificate and certification services. Fees for expedite service are in addition to the fees as listed above.

24 Hour Expedite Service: Order may be picked up or mailed out within 24-hours.

Apostille	\$75.00
Copies: Per entity name	\$125.00
Certificates: Per entity name and certificate type	\$125.00
Search: Expedite fee on search only; additional expedite fee required for copies	\$125.00

<u>2-Hour Expedite Service:</u> Order may be picked up or mailed within 2-hours.

1 or more certificates (per entity name and certificate type)	\$500.00
1 or more copies (per entity name)	\$500.00

1-Hour Expedite Service: Order may be picked up or mailed within 1-hour.

1 or more certificates (per entity name and certificate type)	\$1000.00
1 or more copies (per entity name)	\$1000.00

BASIC INSTRUCTIONS:

- 1. All orders may be submitted via email to copies@sos.nv.gov or in writing, with fees enclosed, to the above address. Payment by VISA, Mastercard, Discover or American Express are accepted. Trust account and credit card customers may fax expedite orders only to (775) 684-5645. Trust account orders must be received on company letterhead.
- 2. Orders can be emailed back on most occasions. All orders not specified as a pick-up are mailed out via first-class mail, unless a Federal Express number is provided or other major courier pickup arrangement is made.
- 3. Fax back service is *only available* for certificates or copies of 50 pages or less. This service must be requested at time of order with complete fax information provided.
- 4. Each order will be returned to one address only.



Authorized Signature

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ePayment Checklist (For Counter, Fax and Mail Requests)

					USE BLACK	INK ONLY - DO NOT HIGHLIGHT
Service Type:	Counter	Mail	Fax			
Order Processing Reques	sted:	(Exped	ite Processi	ng <i>Requires</i>	Additional	Fees)
Regular Processing	24-H0	OUR Expedite	2	HOUR Expe	dite	1-HOUR Expedite
Payment by Card	(card holder i	name and bil	ling address	required be	elow)	
Card Type: VISA		MasterCard		Discover	Ar	nerican Express
Customer Credit Card Nu	umber:					V CODE*
	t number found on the				nd Discover care	ds
NOTICE: For security and (VCode) number located o request.	d verification pur	poses, all cred	dit card paym	ents must inc		
Credit Card Expiration Dat	te: Month		Yea	r		
			Am	ount to Ch	arge Card	: USD \$
Order Information	ı (required)					
Entity Name/Order R	deference:					
Card Holder Informa	tion:					
Name as it Appear	rs on the Accour	nt				
	Billing Addres	ss				
	City, State, Zi	ip				
	Telephon	ie				
Payment Authoriz I authorize the Secretary of account(s):		amount not to	exceed the	following to b	e charged to	the above listed
X			Nc	t to Excee	d Amount	·· USD \$